

May 14, 2003

MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.

1. CALL MEETING TO ORDER:

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, May 14, 2003, at 7:20 p.m. in the Torrance Community Television studio located in the Stanley E. Remelmeyer Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Carlson, Craft, Korman, Mikulicich Jr. (arrived 7:35 p.m.), Tsao, and Chair Perkins

Also Present: Cindy Hibbard, Clerk Typist
Mark J. Doddy, TCTV Coordinator
Michael D. Smith, Cable Television Administrator

Excused: Haussmann

3. FLAG SALUTE:

Commissioner Mikulicich Jr. led the salute to the flag.

4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:

MOTION: *Commissioner Carlson moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion, seconded by Commissioner Craft, carried with an aye vote.*

5. APPROVAL OF MINUTES:

a) April 9, 2003

MOTION: *Commissioner Craft moved to approve the minutes for the April 9, 2003 meeting. This motion seconded by Commissioner Carlson, carried with an aye vote.*

6. SCHEDULED BUSINESS:

a) Community Matters – NONE

b) Committee Reports

(1) Producer Incentive

The Committee conducted the April 4th meeting. The April meeting had eleven guests for a presentation on Advanced Sound Techniques by Don Fefie. Staff and Commissioners reported the session was very successful. Mr. Fefie was able to offer his professional expertise in a way the Producers were able to understand. The May meeting was cancelled due to speaker cancelling.

MOTION: *Commissioner Carlson moved to accept the Producer Incentive Committee Report for April 2003. This motion, seconded by Commissioner Tsao, motion carried with aye vote.*

(2) Franchise Renewal – NONE

(3) Operating Policies and Procedures – NONE

(4) Future of Access – NONE

(5) Video Programming Awards – NONE

C. Report of Community Television Center

(1) April, 2003

Coordinator Doddy discussed the statistics for the month. He highlighted 13 new programs were completed compared to 4 in 2002 and 2 in 2001.

He also noted studio usage was down to 36%. He also mentioned Field Equipment Reservations were at 10%, compared to 68% in 2002 and 15% in 2001. The low percentage in field equipment reservations may be due to the change in rules allowing Producers to use their own equipment.

Staff and volunteers taped 2 multi-camera events.

Brief discussion followed.

MOTION: *Commissioner Mikulicich Jr. moved to accept the Torrance Community Television Center Report for March 2002. This motion, seconded by Commissioner Tsao, motion carried with aye vote.*

D. Report of Legislative and Cable Related Activities – April, 2003

Administrator Smith gave a brief summary of the report. Less than one-half of the nation's public television stations made the May 1 federal deadline to begin transmitting digital-TV signals. Comcast Corp. has started a market-by-market process to shift its 1.9 million former AT&T Broadband high-speed data subscribers to its own e-mail service. Voters in three suburban Chicago towns have rejected a joint telecommunications project, but elected officials in those communities said there might still be support for smaller-scale municipal broadband operations. The satellite television provider reports a

\$58-million profit in the first quarter, after losses in the same period a year ago. Its stock jumps 5%.

Brief discussion followed.

MOTION: *Commissioner Craft moved to accept the Legislative and Cable Related Activities Report for April 2003. This motion, seconded by Commissioner Korman, carried with an aye vote.*

E. Old Business - NONE

F. New Business

- 1) **Appointment of Members and Chair to the 12th Annual TCTV Video Programming Awards Committee.**

APPOINTMENT: Chairperson Perkins appointed Commissioner Dale Korman, Chet Craft, and Richard Tsao as Chair to the 12th Annual TCTV Video Programming Awards Committee.

MOTION: *Commissioner Mikulicich Jr. moved to affirm the appointment of Commissioner Carlson as a member of the 12th Annual TCTV Video Programming Awards Committee. This motion, seconded by Commissioner Carlson.*

- 2) **Review of conceptual drawings of a new Torrance Community Television Logo.**

Commissioners reviewed and discussed the logo concepts and determined "Looking Glass" was the preferred design. The Looking Glass was also the preference of staff. The Designer will be requested to provide additional color options to help finalize the concept.

- 3) **Recommendation for the Producer Incentive Committee to meet and develop a schedule of presentations and activities for August 2003 through June 2004.**

Committee Members decided to meet, May 27th at 4:00 p.m.

G. Addendum Matters – NONE

7. ORAL COMMUNICATIONS:

- a) Secretary Hibbard reported she heard a public service announcement on KFI AM radio about the Torrance Armed Forces Day Parade.
- b) Secretary Hibbard wished everyone a happy Memorial Day.
- c) Coordinator Doddy expressed his interest in the Producer Incentive Committee meeting to develop the next twelve months of programming.

- d) Administrator Smith reminded the Commission of the upcoming Armed Forces Day Parade on May 17 at 2:00 p.m. on Torrance Blvd.
- e) Administrator Smith confirmed attendance of the Commission at the Seventh Annual SCAN – NATOA Inc. Spring Conference, June 05, 2003 at the Sheraton Universal. The Conference theme this year is “Do You Believe In Magic?”
- f) Commissioner Craft mentioned he and his wife planned to take advantage of the invitation to be seated in the grandstands for the Torrance Armed Forces Day Parade.
- g) Commissioner Korman said she was happy Commissioner Tsao had returned safely from Japan.
- h) Commissioner Korman said she was looking forward to assisting with the fundraising for the upcoming TCTV Awards.
- i) Commissioner Tsao expressed interest in attending the upcoming Armed Forces Day Parade on May 17 at 2:00 p.m. on Torrance Blvd.
- j) Commissioner Tsao stated that Governor Davis and the Under Secretary were invited to attend.
- k) Commissioner Tsao expressed the economic importance to the region of the opening of the Home Depot Arena at California State University at Dominguez Hills.
- l) Commissioner Tsao also announced the recent grand opening of the Space Center Authority in Torrance.
- m) Chair Perkins said she planned to attend the upcoming SCAN NATOA Conference.

8. ADJOURNMENT:

Chair Perkins adjourned the meeting to reconvene on Wednesday, July 9, 2003 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable Television Administrator

Roll Call: Carlson☐ Craft☐ Korman☐ Haussmann☐ Mikulicich, Jr.☐ Tsao☐ Perkins☐